

24 August 1982

MEMORANDUM FOR: OTE Unit Chiefs

FROM:

[redacted]
Executive Officer
Office of Training and Education

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SUBJECT: Nominations for the Federal Woman's Program Board and
the Directorate of Administrations Federal Woman's
Program Working Group

1. The Office of Training and Education (OTE) must fill three Federal Woman's Program vacancies. One OTE representative is needed to fill a position being vacated on the Federal Woman's Program Board (FWPB). The term of this assignment is for one year ending 1 October 1983. Two representatives, one primary and one alternate, are needed to serve for 18 months on the Directorate of Administrations Federal Woman's Program Working Group (DA/FWPWG). This term runs from October 1982 to April 1984.

2. The FWPB addresses issues relating to employment, promotion and assignment of women in the Agency. The DA Working Group identifies special careers and training for Directorate women, conducts studies in areas of particular concern, and initiates programs to promote fair employment practices for women. Candidates for membership should have an interest in promoting equality of opportunity for women and have the skills and experience to allow them to contribute to the Federal Woman's Program. There are no grade restrictions for appointment to these positions.

3. Please forward the names of any nominees to the Executive Officer/OTE by 8 September 1982. Any interested individuals may address specific questions about the current activities and objectives of these groups to [redacted] DDA Federal Woman's Program Officer, on extension [redacted]

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